

MINUTES
POLICE AND FIRE COMMISSION
Tuesday, September 30, 2014
City Hall, Room 310
4:00 PM

MEMBERS PRESENT: Commissioners Rod Goldhahn, David Nelson, Barbara Dorff, Jim Coates and Nancy Schopf

OTHERS PRESENT: Police Chief Tom Molitor, Fire Chief David Litton and HR Operations Manager Melanie Falk

1. Roll call.

The meeting was called to order at 4:00 p.m. by President Goldhahn. Roll call was taken as noted above.

2. Approval of the minutes from the meeting of the Police and Fire Commission held September 4, 2014.

Comm. Goldhahn requested a motion to approve the meeting minutes as submitted. Motion made by Comm. Dorff, second by Comm. Coates. Motion carried.

3. President's Report.

Comm. Goldhahn discussed the upcoming Police and Fire Commissioner training being offered on October 24th. HR Operations Manager Melanie Falk did some research, and the registration fee and mileage will be covered by the City for any commissioner interested in attending. None of the commissioners have previously attended this training. Several commissioners have received training related to the legal aspects of serving as a commissioner. Comm. Goldhahn stated that he has received and reviewed material for the upcoming training program and the information was useful. He expects that this training will be good. Commissioners are to let Comm. Goldhahn know if they are interested in attending.

Comm. Goldhahn requested feedback from the other Commissioners and Chiefs on moving the regular time of the PFC meetings from 5:00 p.m. to 4:00 p.m. After discussion, the Commissioners and Chiefs agreed on 4:15 p.m. Comm. Goldhahn will review with HR Generalist, Jen Smits, so that interviews following the November PFC meeting can be scheduled accordingly.

4. Communications.

a. Budget Status Report

b. Budget Spreadsheet

HR Operations Manager Melanie Falk reported back regarding the differential discovered on last month's Budget Status Report. Initially, it appeared that there was an overpayment on several Prevea invoices. After looking into this, 2 checks were cut for each of the 3 invoices. However, the error was caught prior to the checks being sent out. There is no need for Prevea to provide any reimbursement or credit as only one check was submitted for each of the invoices. The Budget Status Report was updated to reflect this. Manager Falk also commented that the \$21,000 from the contingency fund has transferred to the commission's recruitment budget.

Comm. Goldhahn requested a motion to accept and place the communications on file as received. Motion made by Comm. Coates, second by Comm. Schopf. Motion carried.

5. Report from the Chiefs.

Police Chief Tom Molitor reported on the substance abuse summit the Green Bay Police Department held at Lambeau Field in collaboration with a number of different groups in the community. This summit was titled "It Doesn't Start with Heroin". A presentation reviewed the common four pillars approach to combating substance abuse by focusing on Prevention, Treatment, Law Enforcement, and Harm Reduction. Chief Molitor commented that the presentation was good. There were about 500 in attendance. The Police Department has received an email from State Representative John Nygren's office. He would like the Police Department to suggest some sort of legislation that will help to move this initiative forward. The Police Department has been in contact with the AIDS resource center. They would like the Police Departments in the county to be trained on the use of overdose-reversing naran deployment. Currently the Fire Department is trained on this. Chief Molitor feels this would be beneficial because in the event that the Fire Department is unable to get to the scene due to an unforeseen event, the Police Department would have the tools to use the life saving naran deployment. Chief Molitor stated he plans to discuss this with Chief Litton.

Fire Chief David Litton reported he, along with HR Generalist Jen Smits, will be meeting with Fox Valley Technical College on October 2nd to go over the testing process for new recruits. Preliminary numbers show 125 applicants tested and 92 have passed. Final numbers will be determined with respect to the number of candidates that passed and applied to Green Bay. These individuals will be reviewed; targeting those with the traits the fire department is looking for and then scheduling the initial interviews.

Chief Litton reported that Station 1 had 4 individuals in from Kuwait through Oshkosh Truck looking at a rapid intervention vehicle the Fire Department has in service. They are interested in bringing the vehicle into the Kuwait oil fields.

6. Review of Patrol Officer Candidates. The Commission may convene in closed session pursuant to Sections 19.85(1)(c) and (f), Wisconsin Statutes, to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. The Commission may thereafter reconvene in open session pursuant to Section 19.85(2), Wisconsin Statutes, to report the results of the closed session and consider the balance of the agenda.

Comm. Goldhahn read the closed session statement. A motion was made by Comm. Nelson with a second by Comm. Coates to go into closed session. Motion carried.

A motion was made by Comm. Dorff to return to open session with a second by Comm. Coates. Motion carried. Out of closed session Comm. Goldhahn reported 3 Patrol Officer Candidates were reviewed, and all three were recommended to continue in the hiring process.

7. Review and Discussion of the Battalion Chief Process. The Commission may convene in closed session pursuant to Sections 19.85(1)(c) and (f), Wisconsin Statutes, to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. The Commission may thereafter reconvene in open session pursuant to Section 19.85(2), Wisconsin Statutes, to report the results of the closed session and consider the balance of the agenda.

Comm. Goldhahn read the closed session statement. A motion was made by Comm. Schopf with a second by Comm. Nelson to go into closed session. Motion carried.

A motion was made by Comm. Dorff to return to open session with a second by Comm. Coates. Motion carried. Out of closed session Comm. Goldhahn reported that there was discussion

regarding the outcome of the testing and interviews. There are more steps in the Battalion Chief process, so this will be revisited at the November meeting.

8. Bills.

a. Tyre & Childs Invoice 1130 \$990.00

b. Wisconsin Department of Administration Invoice 060873 \$135.00

Comm. Goldhahn requested a motion to approve the bills. Motion made by Comm. Coates, second by Comm. Schopf. Motion carried.

9. Set date of next meeting.

The next meeting will be held on Thursday November 6, 2014, at 4:15 p.m. in Room 310 with Firefighter interviews following the meeting.

With no other items on the agenda, Comm. Goldhahn requested a motion to adjourn the meeting. Motion made by Comm. Dorff, second by Comm. Schopf. Motion carried.

The meeting adjourned at 4:30 p.m.

Respectfully submitted,

Lindsay Kiesow, Recording Secretary

APPROVED: _____
Rod Goldhahn, President